

**Abstract of the Disclosure**

A method and associated apparatus for generating a patient record that is compliant with insurance guidelines. The method comprising providing a medical transcription system that includes a plurality of fields that may be filled with either a default value or a non-default value. A template is provided for a doctor to view the default values for each one of the plurality of fields, the default values for each one of the plurality of fields may vary based on an exam level. The non-default values is applied to each one of the plurality of fields where the default value is inappropriate. The non-default values are input into the medical transcription system, and the medical transcription system inputs the default values. The compliant patient record is generated using the medical transcription system. In one aspect, fields in letters can be filled using information applied as the default and/or non-default values.